UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

| FOR THE DISTRICT OF COLUMBIA | | | | |
|--|--|--|--|--|
| | | | | |
| | -)) | | | |
| v. |) Civil Action No. | | | |
| Defendant | _) _) | | | |
| | , | | | |
| SUMMO | ONS IN A CIVIL ACTION | | | |
| To: (Defendant's name and address) | | | | |
| | | | | |
| | | | | |
| A lawsuit has been filed against you. | | | | |
| - | | | | |
| serve on the plaintiff an answer to the attached | mmons on you (not counting the day you received it) you must d complaint or a motion under Rule 12 of the Federal Rules of | | | |
| Civil Procedure. The answer or motion must laddress are: | be served on the plaintiff or plaintiff's attorney, whose name and | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| If you fail to respond, judgment by deficomplaint. You also must file your answer or | ault may be entered against you for the relief demanded in the | | | |
| complaint. Tou also must me your answer or | motion with the court. | | | |
| | | | | |
| | ANGELA D. CAESAR, CLERK OF COURT | | | |
| | | | | |
| Date: | Signature of Cloub on Donata Cloub | | | |
| Date: | Signature of Clerk or Deputy Clerk | | | |

FOIA Summons (1/13) (Page 2)

Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

| | This summons for (na | me of individual and title, if any) | | | | |
|--------|--|---|---------------------------------|------|--|--|
| was re | ceived by me on (date) | · | | | | |
| | ☐ I personally served the summons on the individual at (place) | | | | | |
| | | | on (date) | ; or | | |
| | ☐ I left the summons | s at the individual's residence or usual pl | ace of abode with (name) | | | |
| | , a person of suitable age and discretion who resides there, | | | | | |
| | on (date), and mailed a copy to the individual's last known address; or | | | | | |
| | ☐ I served the summons on (name of individual), who | | | | | |
| | designated by law to accept service of process on behalf of (name of organization) | | | | | |
| | | ; or | | | | |
| | ☐ I returned the summons unexecuted because | | | | | |
| | ☐ Other (specify): | | | | | |
| | | | | | | |
| | | | | | | |
| | My fees are \$ | for travel and \$ | for services, for a total of \$ | | | |
| | I declare under penalty of perjury that this information is true. | | | | | |
| | T docume and of penals | or porjury cities cities intermediate to true | | | | |
| Date: | | | | | | |
| Date. | | | | | | |
| | | | | | | |
| | Printed name and title | | | | | |
| | | | | | | |
| | | | | | | |
| | | | Server's address | | | |

Additional information regarding attempted service, etc: